

**MINUTES  
VILLAGE OF LAKEPARK COUNCIL MEETING  
3801 LAKE PARK ROAD, LAKE PARK, NC  
REGULAR SESSION**

**7 PM**

**JANUARY 10, 2017**

**ATTENDING:** Mayor David Cleveland  
Mayor Pro-Tem Sandy Coughlin  
Council Members: John Barnes, Pam Jack and Fabian Szarko  
Village Administrator Cheri Clark  
Attorney Ken Swain

**CALL TO ORDER:** Mayor David Cleveland called the January 10, 2017 Regular Session Council meeting to order.

**INVOCATION:** John Barnes gave the invocation.

**PLEDGE OF ALLEGIANCE:** Mayor David Cleveland led the Pledge of Allegiance.

**PUBLIC COMMENT:** There was no public comment. Mayor David Cleveland shared that Cheryl Bennett and Deputy Brett would not be attending the meeting this evening.

**APPROVAL OF MINUTES:** John Barnes made the motion to approve the December 13, 2016 Regular Session Council minutes, the December 13, 2016 Sidewalk Public Hearing minutes and the December 13, 2016 Map Amendment Public Hearing minutes as presented. Sandy Coughlin seconded the motion. Vote – Unanimous.

**CHANGES TO THE AGENDA:** Fabian Szarko made the motion to adopt the January 10, 2017 Council Meeting Agenda as presented. Pam Jack seconded the motion. Vote – Unanimous.

**SECURITY REPORT:** Deputy Brett was not available this evening.

**COUNCIL VACANCY:** The following four residents have expressed interest in filling the empty Council position: Christian Bell, Kristen Bowman, Jonathan McDaniel and James Record. All four candidates were at the January Council meeting. Mayor David Cleveland shared that the position would start on February 1, 2017 and the new Council member would be sworn in at the February 14<sup>th</sup> meeting. John Barnes, Pam Jack and Fabian Szarko voted for James Record and Sandy Coughlin voted for Kristen Bowman. James Record has been appointed to fill Ashley Dance's open position until the next election in November 2017. The position vacated by Ashley Dance will then be two year term.

**VOLP FIVE YEAR DEVELOPMENT PLAN:** Pam Jack shared that the data is being gathered from the residential surveys. The supplemental survey that was sent to Council and HOA members are due January 11, 2017. One of the committee concerns is that most of the completed surveys have come from the older population (empty-nesters) in Lake Park. The committee is going to try using Survey Monkey to reach the younger residents in the Village.

**BOARD OF ADJUSTMENTS:** The Board will be hearing a Special Use Permit request at their January 17<sup>th</sup> meeting.

**FINANCE OFFICER'S REPORT:** Cheryl Bennett was unable to attend the January meeting. If Council has any questions concerning the financial information, please contact Cheryl.

	Dec 16	Jul - Dec 16	YTD Budget	% of Budget
<b>General Fund</b>				
<b>Income</b>				
<b>Property Taxes</b>				
Ad valorem current year	87,046.18	496,006.75	543,767.00	91%
Utility ad valorem	11,191.23	11,191.23	6,740.00	166%
Motor vehicle tax	0.00	29,895.19	70,587.00	42%
Ad valorem prior years	262.43	2,514.54	2,500.00	101%
Prior years motor vehicle tax	0.00	0.00	50.00	0%
Penalties and interest	95.62	1,087.26	2,800.00	39%
<b>Total Property Taxes</b>	98,595.46	540,694.97	626,444.00	86%
<b>Other Taxes</b>				
Stormwater Fees- current year	6,630.00	39,065.00	42,830.00	91%
Stormwater fees - prior years	30.00	270.00	150.00	180%
<b>Total Other Taxes</b>	6,660.00	39,335.00	42,980.00	92%
<b>State Shared Revenues</b>				
Alcoholic Beverage Tax	0.00	0.00	0.00	
Sales and use tax	16,051.53	50,765.38	180,000.00	28%
Telecom. Sales Tax	478.72	440.68	2,000.00	22%
Elec. Sales Tax	29,238.80	27,290.28	105,000.00	26%
Video Prog. Sales Tax	5,205.24	5,180.94	20,000.00	26%
Piped Gas Sales Tax	730.18	475.77	7,900.00	6%
Solid Waste Disposal Tax	0.00	1,207.20	3,300.00	37%
<b>Total State Shared Revenues</b>	51,704.47	85,360.25	318,200.00	27%
<b>Parks &amp; Recreation Revenue</b>				
Program Fees	24.00	1,209.75	1,400.00	86%
Facility Rentals	330.00	1,465.00	3,000.00	49%
Daily swim fees	0.00	10,392.80	12,000.00	87%

Season pass pool fees	0.00	1,455.00	49,000.00	3%
<b>Total Parks &amp; Recreation Revenue</b>	<b>354.00</b>	<b>14,522.55</b>	<b>65,400.00</b>	<b>22%</b>
<b>Other revenues</b>				
Zoning Permits	425.00	1,250.00	500.00	250%
Approp. Fund Bal. Stormwater	0.00	0.00	32,370.00	0%
Approp. Fund Balance	0.00	0.00	77,383.00	0%
Civil Penalties	0.00	70.00	500.00	14%
Investment revenue	54.84	800.86	800.00	100%
Miscellaneous	174.74	2,901.74	1,000.00	290%
<b>Total Other revenues</b>	<b>654.58</b>	<b>5,022.60</b>	<b>112,553.00</b>	<b>4%</b>
<b>Total Income</b>	<b>157,968.51</b>	<b>684,935.37</b>	<b>1,165,577.00</b>	<b>59%</b>
<b>Gross Profit</b>	<b>157,968.51</b>	<b>684,935.37</b>	<b>1,165,577.00</b>	<b>59%</b>
<b>Expense</b>				
<b>General Government</b>				
<b>Other Expenditures</b>				
Economic Development	9.61	5,794.29	8,500.00	68%
Contingency	0.00	0.00	10,000.00	0%
<b>Stormwater Expense</b>				
Advertising	0.00	0.00	100.00	0%
Dues and Permits	0.00	0.00	250.00	0%
Prof. Fees - Engineering	0.00	520.00	15,000.00	3%
Repairs & Maint. Services	0.00	3,812.00	60,000.00	6%
<b>Total Stormwater Expense</b>	<b>0.00</b>	<b>4,332.00</b>	<b>75,350.00</b>	<b>6%</b>
<b>Total Other Expenditures</b>	<b>9.61</b>	<b>10,126.29</b>	<b>93,850.00</b>	<b>11%</b>
<b>Planning and Zoning</b>				
Zoning Admin. Services	919.42	5,516.52	11,033.00	50%
Code Enforcement Services	0.00	0.00	1,300.00	0%
Consulting Fees	0.00	391.00	1,600.00	24%
Legal Services	0.00	1,281.00	3,000.00	43%
Advertising	0.00	0.00	220.00	0%
Postage	0.00	32.56	80.00	41%
Supplies	0.00	36.58	300.00	12%
Training	0.00	675.00	700.00	96%
<b>Total Planning and Zoning</b>	<b>919.42</b>	<b>7,932.66</b>	<b>18,233.00</b>	<b>44%</b>
<b>Gen. Govt. Personal Services</b>				
Adm Assistant	1,095.00	3,615.00	7,890.00	46%

Clerk/Tax Collector	5,351.16	32,106.96	64,214.00	50%
Council	2,511.00	5,649.75	12,555.00	45%
Finance Officer	1,386.58	8,319.48	16,639.00	50%
Mayor	1,287.50	2,575.00	5,150.00	50%
Payroll Expenses	1,023.60	4,483.88	9,042.00	50%
<b>Total Gen. Govt. Personal Services</b>	<b>12,654.84</b>	<b>56,750.07</b>	<b>115,490.00</b>	<b>49%</b>
<b>Professional Fees</b>				
Engineering Fees	0.00	0.00	400.00	0%
Auditing Services	1,848.00	4,620.00	4,600.00	100%
Legal Services	40.00	2,005.00	15,000.00	13%
<b>Total Professional Fees</b>	<b>1,888.00</b>	<b>6,625.00</b>	<b>20,000.00</b>	<b>33%</b>
<b>Supplies and Materials</b>				
Office	397.19	2,510.25	6,000.00	42%
<b>Total Supplies and Materials</b>	<b>397.19</b>	<b>2,510.25</b>	<b>6,000.00</b>	<b>42%</b>
<b>Services</b>				
Advertising	0.00	0.00	200.00	0%
Membership and dues	0.00	4,652.00	5,000.00	93%
Bank charges	122.71	585.55	860.00	68%
Insurance/bonds	0.00	7,090.23	8,200.00	86%
Miscellaneous oper. exp.	240.00	240.00	700.00	34%
Website/flyers	0.00	850.00	1,500.00	57%
Printing & Delivery Newsletter	232.20	1,042.20	2,400.00	43%
Postage	0.00	91.00	500.00	18%
Property Tax	0.00	246.28	600.00	41%
Strategic Planning	0.00	460.48	1,000.00	46%
Tax collection	158.66	1,029.52	2,800.00	37%
Telephone	508.99	2,698.74	5,200.00	52%
Training	0.00	0.00	600.00	0%
Travel	35.10	1,207.87	1,500.00	81%
<b>Total Services</b>	<b>1,297.66</b>	<b>20,193.87</b>	<b>31,060.00</b>	<b>65%</b>
<b>Capital Outlay</b>				
Laptop	0.00	0.00	1,500.00	0%
Sidewalk repairs	0.00	20,290.00	20,290.00	100%
Reserve for Capital Replacement	0.00	0.00	10,000.00	0%
<b>Total Capital Outlay</b>	<b>0.00</b>	<b>20,290.00</b>	<b>31,790.00</b>	<b>64%</b>
<b>Total General Government</b>	<b>17,166.72</b>	<b>124,428.14</b>	<b>316,423.00</b>	<b>39%</b>



**Parks & Recreation**

**Parks/Rec. Supplies & Materials**

Flags	0.00	0.00	3,500.00	0%
Janitorial /Cleaning Supplies	0.00	64.96	250.00	26%
Food/Provisions - events	76.21	1,233.83	2,500.00	49%
Pool Supplies	0.00	0.00	3,000.00	0%
<b>Total Parks/Rec. Supplies &amp; Materials</b>	<b>76.21</b>	<b>1,298.79</b>	<b>9,250.00</b>	<b>14%</b>

**Parks/Rec Services**

Pool Attendant Salaries	0.00	0.00	1,100.00	0%
Pool management fee	0.00	11,468.50	50,610.00	23%
Pool Operations	945.00	9,788.26	8,100.00	121%
Comm. center maintenance	549.85	2,046.25	9,800.00	21%
Seasonal Decorations	8,683.10	10,031.10	14,400.00	70%
Events Services	0.00	368.60	1,200.00	31%
Water/Sewer	261.22	3,693.68	8,000.00	46%
Natural Gas	34.23	171.75	800.00	21%
<b>Total Parks/Rec Services</b>	<b>10,473.40</b>	<b>37,568.14</b>	<b>94,010.00</b>	<b>40%</b>

**Maintenance of Common Areas**

Landscaping	10,833.33	67,999.98	148,550.00	46%
Park maintenance	2,306.75	7,510.98	36,410.00	21%
Pond maintenance	1,381.50	8,289.00	22,600.00	37%
Electric Maintenance	823.00	3,193.00	10,500.00	30%
Repairs of Common Areas	185.00	505.00	2,000.00	25%
<b>Total Maintenance of Common Areas</b>	<b>15,529.58</b>	<b>87,497.96</b>	<b>220,060.00</b>	<b>40%</b>

**Parks/Rec Capital Outlay**

Tennis court resurfacing	538.02	31,638.02	32,000.00	99%
Basketball court resurfacing	0.00	8,575.00	9,000.00	95%
Benches, Tables etc.	0.00	0.00	2,000.00	0%
<b>Total Parks/Rec Capital Outlay</b>	<b>538.02</b>	<b>40,213.02</b>	<b>43,000.00</b>	<b>94%</b>

<b>Total Parks &amp; Recreation</b>	<b>26,617.21</b>	<b>166,577.91</b>	<b>366,320.00</b>	<b>45%</b>
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**Public Services/Safety**

Electric bills	7,881.23	52,358.40	109,600.00	48%
Street Signs	10,120.00	13,150.00	12,900.00	102%
Waste Collection	15,380.82	76,803.10	189,000.00	41%
Law enforcement	0.00	85,667.00	171,334.00	50%

Total Public Services/Safety	33,382.05	227,978.50	482,834.00	47%
Total Expense	77,165.98	518,984.55	1,165,577.00	45%
Net General Fund	80,802.53	165,950.82	0.00	100%
Powell Bill				
Other Income				
Interest - Powell Funds	6.56	27.80	0.00	100%
Powell Bill Revenue	0.00	48,172.73	96,800.00	50%
Total Other Income	6.56	48,200.53	96,800.00	50%
Other Expense				
Street Exp. - Powell Bill	0.00	72,841.00	96,800.00	75%
Total Other Expense	0.00	72,841.00	96,800.00	75%
Net Powell Bill	6.56	-24,640.47	0.00	100%
Net Excess of Rev. over Exp.	80,809.09	141,310.35	0.00	100%

Cheri Clark requested \$7,017.06 in tax refunds due to overpayments. Sandy Coughlin made the motion to refund \$7,017.06 in tax overpayments. Fabian Szarko seconded the motion. Vote – Unanimous.

**ECONOMIC DEVELOPMENT:** Sandy Coughlin shared that the EDC is moving forward with plans for an upcoming workshop. .

**MATHISEN MEMORIAL:** Sandy Coughlin shared that she is working on three quotes for the memorial and will have the quotes finalized before the budget workshop. Based upon preliminary discussions, the cost of the memorial is in the \$3,000 to \$6,000 range. The goal is to have the memorial installed this summer.

**PUBLIC SERVICES:** Pam Jack shared that residents need to secure their recyclables. With all of the recent wind, recyclables very quickly become litter. Recycle carts are a viable alternative to the recycle bins.

John Barnes discussed the BRG Carillon System that the Village has been testing. Residents and Council members have provided feedback concerning the lack of volume of the chimes, the length of the songs, the quality of the sound and the lack of tone. John Barnes shared that based upon the feedback that the Village has received, it is his recommendation that the Village return the BRG Carillon System and purchase the Verdin Sonata System. The test system is just not the caliber of sound that the Village deserves. The Verdin Sonata System is \$5,645 and the BRG System is \$2,495. Electrical Maintenance could fund \$1,645 and move \$4,000 out of Contingency. John Barnes made the motion to move \$4,000 out of Contingency

into Electrical Maintenance. Pam Jack seconded the motion. Vote – Unanimous. John Barnes then made the motion to purchase the Verdin Sonata Carillon System. Sandy Coughlin seconded the motion. Vote – Unanimous.

**COMMUNICATION:** The deadline for articles and information for the January newsletter is Friday, January 20<sup>th</sup> at 5 p.m. Topics to be included: Waste Collection, Garden Club, New Councilman James Record, Verdin Sonata Carillon System, Fishing Permits and SAGES.

**COUNCIL COMMENTS:** Fabian Szarko, Pam Jack, John Barnes and Sandy Coughlin thanked Christian Bell, Kristen Bowman, Jonathan McDaniel and James Record for their willingness to serve on Council. They also congratulated James Record on his new appointment to the Council and look forward to working with him.

Mayor David Cleveland congratulated James Record and thanked everyone for their interest in the position and encouraged them to consider running for Council in 2017.

**ADJOURN:** Fabian Szarko made the motion to adjourn. John Barnes seconded the motion. Vote – Unanimous.

Respectfully submitted,

  
Mayor David Cleveland

  
Village Administrator, Cheri Clark

